

REGULAR MEETING OF THE CITY OF HARLINGEN AIRPORT BOARD

Notice is hereby given that the above Board of Directors will hold a Regular Meeting on Tuesday, May 9, 2023, at 5:00 pm - at the Valley International Airport, 3rd Floor, 3002 Heritage Way, Harlingen, Texas.

The Valley International Airport, hereinafter "HRL", reserves the right to meet in Executive Session on any agenda item should the need arise, and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code. HRL meetings are available to all persons regardless of disability. If you require special assistance, please contact the HRL office at (956) 430-8605 or e-mail us at celina@flythevalley.com at least 48 hours before the meeting.

Please be advised that this is not a meeting of the Harlingen Elective Commission; however, a quorum of the City Commission may be present. Other City Boards may also be present.

1. Call meeting to order.
2. Pledge of Allegiance.
3. Introduction of Guests.
4. Conflict of Interest – “Under State Law, a conflict of interest exists if a council member, or certain members of that person’s family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time”? (Airport Attorney)
5. Citizen Communication (2 minutes)
6. Reports. Update on operations and activities at VIA:
 - a. Transportation Security Administration (TSA)
 - b. Fixed Base Operator – Gulf Aviation, Inc./Sun Valley Aviation, Inc.
 - c. Marketing Report (March 1 – 30, 2022) and Quarterly Marketing Report
 - d. Progress Report - March 2023
7. Consent Agenda. *(The following items are of a routine or administrative nature. The Airport Board has been furnished with background material on each item and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed separately, unless requested by a board member. Items withdrawn from the Consent Agenda for individual consideration in their normal sequence will be heard after the remainder of the Consent Agenda has been acted upon.)*
 - a. Consider and take action to approve the Airport Board’s regular meeting minutes of March 21, 2023.

- b. Consider and take action to approve the monthly Financial Reports for the Periods Ending February 28, 2023, and March 31, 2023.
 - c. Quarterly Investment Report: January 1 – March 31, 2023.
- 8. Consider and take action to accept or reject the proposed Parking Lot B policy.
- 9. Consider and take action to review and approve the Financial Statements and Independent Auditors' Report provided by Jonathan Hall of Carr, Riggs and Ingram for the fiscal year ended September 30, 2022, and 2021 and Independent Auditors' Report on Passenger Facility Charges for the fiscal year ended September 30, 2022.
- 10. Consider and take action to accept or reject the proposal from HyPower to repair RWY 31 Approach Lights.
- 11. Consider an application for a Specialty Aviation Service Operator's (SASO) permit from Jeremy Wright to provide aircraft sales and management services at Valley International Airport.
- 12. Consider the approval of a sublease request from Gulf Aviation, Inc.
- 13. Consider and take action to accept or reject the Rental Car Parking Contract Extensions from June 1, 2023 – May 31, 2028.
- 14. Director's Report:
 - a. Updates
 - i. Rehabilitation of Parking Lots
 - ii. Runway Extension Project
 - b. Events/Meetings Attended
 - i. Channel 5 Interview – Mar 22
 - ii. Port of HRL and HEDC Meeting – Mar 24
 - iii. Quarterly Airport Tenant Meeting – Mar 30
 - iv. Leal Media – Apr 4
 - v. TSA Meeting – Ms. Carmona and Mr. Johnson – Apr 6
 - vi. Meeting in AUS – Mayor, City Manager, City Commissioner – Apr 11
 - vii. MRO Americas 2023 – HEDC and VIA – Apr 17 - 20
 - viii. Gulf Aviation – re: sublease – Apr 25
 - ix. Administrative Professionals Day – Lunch – Apr 27
 - x. Jonathan Hall – Auditor – Apr 27
 - xi. Sean Till, Chairman of SPI CVB – meeting – Apr 28
 - xii. Monthly meeting with City Manager – May 2
 - xiii. Meeting with Airport Board Chairman McShan – May 3
 - xiv. Meeting with the Harlingen Fire Chief – May 4

15. Next meeting date: Tuesday, June 20, 2023.


16. Adjournment.

The Harlingen Airport Board reserves the right to meet in closed Executive Session on any agenda item should the need arise, and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code, if the discussion of any of the above items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of the Airport Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding Economic Development negotiations. Section 551.087 of the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above-named Harlingen Airport Board is a true and correct copy of said Notice and that **I posted a true and correct copy of said Notice on the outside bulletin board, at City Hall of said City of Harlingen, Texas, a place convenient and readily accessible to the general public at all times. Said notice was also posted on the airport's website at: www.flythevalley.com, and said Notice was posted on Thursday, April 4, 2023, at 4:00 p.m.** and remained so posted continuously for at least 72 hours preceding the scheduled time of the said meeting.

Valley International Airport

By: 

Marvin R. Esterly
Director of Aviation

